

**Los Angeles County Municipal Storm Water Permit (Order 01-182)  
Individual Annual Report Form  
Attachment U-4**

This form summarizes the requirements in Order No. 01-182. Each Permittee must complete this form in its entirety, except for those requirements applicable only to the Principal Permittee. Only report activities that were performed during the previous fiscal year. Upon completion, this form shall be submitted to the Principal Permittee, by the date specified by the Principal Permittee, for inclusion in the unified Annual Storm Water Program Report. Attachments should be included where necessary to provide sufficient information on program implementation.

The goals of this Report are to: 1) concisely document implementation of the Storm Water Quality Management Program (SQMP) during the past fiscal year; 2) evaluate program results for continuous improvement; 3) to determine compliance with Order 01-182; and 4) to share this information with other Permittees, municipal decision makers, and the public.

<b>!</b>	<b>YOU MUST FILL OUT ALL THE INFORMATION REQUESTED</b> <i>Do not leave any of the sections blank.</i>
<b>N/A</b>	If the question does not apply to your municipality, please indicate N/A in the space provided and provide a brief explanation
<b>U</b>	If the information requested is currently unavailable, please indicate U in the space provided and give a brief explanation.

This Report Form consists of the following sections:

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**Reporting Year 2010-2011**

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## I. Program Management

A. Permittee Name: City of Monterey Park

B. Permittee Program Supervisor: Elias Saykali

Title: Director of Public Works

Address: 320 W. Newmark Ave.

City: Monterey Park

Phone: (626) 307-1320

Zip Code: 91754

Fax: (626) 307-2500

C. In the space below, briefly describe how the storm water program is coordinated within your agency's departments and divisions. Include a description of any problems with coordination between departments. To facilitate this, complete the Table 1.

The Department of Public Works is the lead department for the NPDES program. They coordinate with the other City departments to ensure compliance with the program City-wide.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	Public Works	2
2. Industrial/Commercial Inspections	Public Works	3
3. Construction Permits/Inspections	Public Works	2
4. IC/ID Inspections	Public Works	2
5. Street sweeping	Public Works	1
6. Catch Basin Cleaning	Public Works	1
7. Spill Response	Public Works	2
8. Development Planning (project/SUSMP review and approval)	Public Works	3
9. Trash Collection	Public Works	2

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- D. Staff and Training: Training is conducted as part of general job duties and discussions as warranted. Formal training sessions are held annually. The most recent formal training session was conducted on May 25, 2011.

Attach a summary of staff training over the last fiscal year. This shall include the staff name, department, type of training, and date of training. Attached.

E. Budget Summary

1. Does your municipality have a storm water utility? Yes ☐ No ☒

If no, describe the funding source(s) used to implement the requirements of Order No. 01-182.

Refuse Fund.

2. Are the existing financial resources sufficient to accomplish all required activities? Fiscal resources have been sufficient to date. Yes ☒ No ☐

3. Complete Table 2 to the extent that accurate information is available (indicate U in the spaces where the information is unavailable), and report any supplemental dedicated budgets for the same categories on the lines below the table.

4. List any additional state/federally funded projects related to storm water.

Transportation grant funds have been used to fund the installation of full-capture trash inserts in city-owned catch basins.

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**TABLE 2**

<b>Program Element</b>	<b>Expenditures in Fiscal Year 2010-2011</b>	<b>Estimated Amount Needed to implement Order 01-182</b>
1. Program management a. Administrative costs b. Capital costs	\$ 28,560 Included in 1 above	\$ 201,359
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	\$ 28,084	\$ 86,305
3. Industrial/Commercial inspection/ site visit activities	--N/A--	\$ 57,953
4. Development Planning	\$ 32,300	\$ 230,525
5. Development Construction a. Construction inspections	Included Above	Included in 1 above
6. Public Agency Activities a. Maintenance of structural and treatment control BMPs b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling e. Capital costs – trash receptacles f. Other	Included in 1 above  \$ 283,250 \$ 8,348 \$ 4,626,290 \$ 2,643	Included in 1 above  \$ 1,926,50 \$ 1,817,982 \$ 33,045,000 \$ 94,397
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	\$ 775	\$ 26,663
8. Monitoring	By County	By County CMP: \$10,000
9. Other/ TMDL 122 CPS inserts at approx. \$500ea	\$ 18,605 \$ 61,000	\$ 140,600
10. TOTAL	\$ 5,028,855	>\$ 38,000,000

List any supplemental dedicated budgets for the above categories:

A Transportation grant has been used to fund the installation of CPS full-capture Trash inserts in City owned catch basins.

List any activities that have been contracted out to consultants/other agencies:

A consultant (John L. Hunter and Associates) was retained to review and revise the current NPDES program, provide SUSMP review services, as well as general NPDES consulting. Additionally, the City contracts for Street Sweeping and Waste Hauling services.

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**II. Receiving Water Limitations (Part 2)**

- A. Are you aware, or have you been notified, of any discharges from your MS4 that cause or contribute to a condition of nuisance or to the violation of any applicable water quality standards? Yes ☐ No ☒
- B. Has the Regional Board notified you that discharges from your MS4 are causing or contributing to an exceedance of water quality standards? Yes ☐ No ☒
- C. If you answered Yes to either of the above questions, you must attach a Receiving Water Limitations (RWL) Compliance Report. The Report must include the following:
1. A description of the pollutants that are in exceedance and an analysis of possible sources;
  2. A plan to comply with the RWL (Permit, Part 2);
  3. Changes to the SQMP to eliminate water quality exceedances;
  4. Enhanced monitoring to demonstrate compliance; and
  5. Results of implementation.

**III. SQMP Implementation (Part 3)**

- A. Has your agency implemented the SQMP and any additional controls necessary to reduce the discharges of pollutants in storm water to the maximum extent practicable? Yes ☒ No ☐
- B. If your agency has implemented additional or different controls than described in the countywide SQMP, has your agency developed a local SQMP that reflects the conditions in its jurisdiction and specifies activities being implemented under the appropriate elements described in the countywide SQMP? Yes ☐ No ☒
- C. Describe the status of developing a local SQMP in the box below.

The City follows the Countywide SQMP, but has adapted it for local conditions.

- D. If applicable, describe an additional BMP, in addition to those in the countywide SQMP, that your city has implemented to reduce pollutants in storm water to the maximum extent practicable.

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Using the countywide SQMP as the basis for the NPDES program, the City has tailored individual items to better reflect the needs of the municipality.

**E. Watershed Management Committees (WMCs)**

1. Which WMC are you in?  
Los Angeles River
2. Who is your designated representative to the WMC?  
John L. Hunter & Associates.
3. How many WMC meetings did you participate in last year?  
All
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

The Watershed Management Committee meetings provide a forum for cities to discuss NPDES issues, and offer networking opportunities for cities to suggest unique solutions to regional NPDES issues as well as the LA River TMDLs.

5. Attach any comments or suggestions regarding your WMC.  
No comments at this time.

**F. Storm Water Ordinance**

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes ☒ No ☐  
If not, describe the status of adopting such an ordinance.

N/A

2. If yes, have you already submitted a copy of the ordinance to the Regional Board? Yes ☒ No ☐  
If not, please attach a copy to this Report.

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3. Were any amendments made to your storm water ordinance during the last fiscal year? Yes ☐ No ☒  
If yes, attach a copy of amendments to this Report.

G. Discharge Prohibitions

1. List any non-storm water discharges you feel should be further regulated:

None at this time.

2. List any non-storm water discharges you feel should be exempt, and provide an explanation for each:

None at this time.

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**IV. Special Provisions (Part 4)**

**A. Public Information and Participation (Part 4.B)**

In addition to answering the following questions, attach a summary of all storm water education activities that your agency conducted or participated in last year.

**1. No Dumping Message**

- a) How many storm drain inlets does your agency own? 122 city owned  
172 county owned

- b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? 0 – completed in previous reporting year

- c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 294

If this number is less than the number in question 1.b, describe why all inlets have not been marked, the process used to implement this requirement, and the expected completion date.

N/A

- d) How many public access points to creeks, channels, and other water bodies within your jurisdiction have been posted with no dumping signage in the past year? 0 – There are no public access points.

Describe your agency's status of implementing this requirement by the date required in Order No. 01-182.

The City owns a single open channel (better described as a small drainage ditch), which is fenced and has no public access points.



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**2. Reporting Hotline**

- a) Has your agency established its own hotline for reporting and for general storm water management information? Yes ☐ No ☒
- b) If so, what is the number? N/A
- c) Is this information listed in the government pages of the telephone book? N/A
- d) If no, is your agency coordinated with the countywide hotline? Yes ☒ No ☐
- e) Do you keep record of the number of calls received and how they were responded to? Yes ☐ No ☒
- f) How many calls were received in the last fiscal year?  
L.A County maintains the hotline records.
- g) Describe the process used to respond to hotline calls.
- When calls are received by the City from the County hotline. The complaint is assigned to an inspector who responds, and launches an investigation within 24 hours. Calls directly to City are assessed, assigned to staff for further investigation & entered in to a database for follow up.
- h) Have you provided the Principal Permittee with your current reporting contact information? Yes ☒ No ☐
- i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the [www.888CleanLA.com](http://www.888CleanLA.com) web site (Principal Permittee only)? Yes ☒ No ☐
- If not, when is this scheduled to occur? N/A

**3. Outreach and Education**

- a) Describe the strategy developed to provide outreach and bilingual materials to target ethnic communities. Include an explanation of why each community was chosen as a target, how program effectiveness will be determined, and status of implementation. (Principal Permittee only)

N/A

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- b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes ☒ No ☐

How many Public Outreach Strategy meetings did your agency participate in last year? 4

Explain why your agency did not attend any or all of the organized meetings.

All were attended.

Identify specific improvements to your storm water education program as a result of these meetings:

The City took the opportunity to request collaterals the county produced for the program.

List suggestions to increase the usefulness of quarterly meetings:

No recommendations at this time.

If quarterly Public Outreach Strategy meetings were not organized, explain why not and when this requirement will be implemented (*Principal Permittee only*).

N/A

- c) Approximately how many impressions were made last year on the general public about storm water quality via print, local TV, local radio, or other media?

An article addressing the stormwater pollution prevention during the rainy season was published in the city's November 2010 *Cascades* newspaper which was delivered to all city households and resulted in 22,000 impressions. In addition, the logo and the stormwater program were promoted via event flyers, collaterals and street banners for various events.

- d) Describe efforts your agency made to educate local schools on storm water pollution.

The city reached out to all 5th grade school teachers during the earth day month (April) with a mailer offering educational materials and encourage schools to be more environmentally concerned. Besides, teachers were encouraged to come and participate in the city's second annual earth day festival and community bike ride with their students on April 23.

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- e) Did you provide all schools within each school district in Los Angeles County with materials necessary to educate a minimum of 50 percent of all school children (K-12) every 2 years on storm water pollution (*Principal Permittee only*)?

Yes ☐ No ☐

If not, explain why.

N/A

- f) Describe the strategy developed to measure the effectiveness of in-school educational programs, including assessing students' knowledge of storm water pollution problems and solutions before and after educational efforts (*Principal Permittee only*).

N/A

For Permit Years 2-5, attach an assessment of the effectiveness of in-school storm water education programs.

- g) What is the behavioral change target that was developed based on sociological data and other studies (*Principal Permittee only*)?

N/A

If no target has been developed, explain why and describe the status of developing a target.

N/A

What is the status of meeting the target by the end of Year 5?

N/A

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4. Pollutant-Specific Outreach

- a) Attach a description of each watershed-specific outreach program that your agency developed (*Principal Permittee only*). All pollutants listed in Table 1 (Section B.1.d.) must be included.

- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes ☒ No ☐

- c) Did your agency help distribute pollutant-specific materials in your city? Yes ☒ No ☐

The city distributes pet waste tip cards and "Bags on Board" whenever is possible at local events including its annual rabies clinic event on July 21 and August 28 during this reporting period.

- d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

The City participated in local events to bring the message to local residents and businesses. The city includes stormwater program information in the city's newspaper from time to time. The city also partners with local POP businesses to display outreach materials. In addition, various program educational materials were made available at the public works counter accessible to the general public and contractors.

5. Businesses Program

- a) Briefly describe the Corporate Outreach Program that has been developed to target gas stations and restaurant chains (*Principal Permittee only*).

N/A

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- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year? N/A
- c) What is the total number of corporations to be reached through this program (*Principal Permittee only*)? N/A
- Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years (*Principal Permittee only*)?

In addition to the County's effort, Monterey Park continued to implement its restaurant outreach program. The project consists of annual outreach to all restaurant owners through a mailer that targets all restaurants with an emphasis on sidewalk, patio and parking lot cleaning and maintenance. 148 restaurants were reached during this reporting period with a mailer in English, Chinese and Spanish.

Yes ☒ No ☐

If not, describe measures that will be taken to fully implement this requirement.

N/A

- d) Has your agency developed and/or implemented a Business Assistance Program? Yes ☒ No ☐
- If so, briefly describe your agency's program, including the number of businesses assisted, the type of assistance, and an assessment of the program's effectiveness.

A brochure (also a mailer) "A Business Guide to Stormwater Pollution Prevention" addressing proper BMPs compliance to business owners was made available at the public works counter. The brochure/mailer was also made available to send out to businesses with violations or complaint.

6. Did you encourage local radio stations and newspapers to use public service announcements? Yes ☐ No ☒
- How many media outlets were contacted? N/A
- Which newspapers or radio stations ran them?

The city has its own newspaper and therefore has been utilizing it for disseminating program information.

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Who was the audience?

General public and businesses.

7. Did you supplement the County's media purchase by funding additional media buys? Yes ☐ No ☒  
Estimated dollar value/in-kind contribution: N/A  
Type of media purchased: N/A  
Frequency of the buys: N/A  
Did another agency help with the purchase? Yes ☐ No ☒

8. Did you work with local business, the County, or other Permittees to place non-traditional advertising? Yes ☒ No ☐  
If so, describe the type of advertising.

The stormwater program partnered with the city's annual earth day festival to promote and advertise the information via a street banner and event t-shirts.

9. Did you establish local community partnerships to distribute educational storm water pollution prevention material? Yes ☒ No ☐  
Describe the materials that were distributed:

Stormwater information brochures, bookmarks, kids' activity books, and pet waste tip cards.

Who were the key partners? City library, local schools and businesses.  
Who was the audience (businesses, schools, etc.)?

General public& students.

10. Did you participate in or publicize workshops or community events to discuss storm water pollution? Yes ☒ No ☐  
How many events did you attend? 3  
  - Rabies Clinic Events on 7/21/10 and 8/18/2010.
  - Lunar New Year Street Festival on 1/20/10.
  - Earth Day Festival on 4/23/2011.

11. Does your agency have a website that provides storm water pollution prevention information? Yes ☒ No ☐  
If so, what is the address? <http://www.ci.monterey-park.ca.us/index.aspx?page=350>

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12. Has awareness increased in your community regarding storm water pollution? Yes ☒ No ☐  
Do you feel that behaviors have changed? Yes ☒ No ☐

Explain the basis for your answers. Include a description of any evaluation methods that are used to determine the effectiveness of your agency's outreach.

No scientifically based survey has been conducted; however, while out at events, the overall understanding and the awareness of the program from the general public was high.

13. How would you modify the storm water public education program to improve it on the City or County level?

No suggestions at this time.

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Did you (individually or jointly) update the Database for Critical Sources Inventory?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Comments/Explanation/Conclusion:	<p>The Critical Sources Inventory database is updated in three ways:</p> <ol style="list-style-type: none"> <li>1. Annually from the business license database as part of the annual reporting process, and</li> <li>2. On an ongoing basis by inspectors in the field who add new businesses to the critical sources inventory as they are observed, and delete locations that are no longer in business, and</li> <li>3. A review of the States GIASP web-site database</li> </ol>	

**2. Inspection Program**

Provide the reporting data as suggested in the following tables.

Category	Initial Number of Facilities at the start of cycle proposed for inspection by categories (after the initial year, the updated number based on the new data)	Number of facilities inspected in the current reporting year	% Completed at the time of this report for present cycle (from the initial value, and from the updated value after first cycle)	Total number since permit adoption
Restaurants	N/A (There is currently no reporting cycle). 161 were proposed at the start of Cycle 2.	Completed in previous reporting year	100% (Completed during previous reporting cycle)	298
Automotive Svcs.	N/A (There is currently no reporting cycle). 56 were proposed at the start of Cycle 2.	Completed in previous reporting year	100%(Completed during previous reporting cycle)	100
Ind/Comm	N/A (There is currently no reporting cycle). 102 were proposed at the start of Cycle 2.	Completed in previous reporting year	100%(Completed during previous reporting cycle)	172



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Comments/Explanation/Conclusion:
<b>Due to the extension of the MS4 permit, no inspections were completed during this past year. 100 % of facilities on the most current inspection list have been inspected. All inspections for Cycle 2 were completed prior to the December 12, 2006 deadline. All critical sources will be inspected at the beginning of the next permit or if deemed necessary. The Critical Sources Inventory is a fluid document whose numbers change as businesses move in and out of the City, or SIC codes that are unreported or incorrectly reported are entered into the proper category. The City continues to promptly respond to complaints/observations of illicit discharges.</b>

## 3. BMPs Implementation Provide the reporting data as suggested in the following table.

Category	Number of facilities inspected by category in this reporting year	Number of facilities identified as adequately implementing BMPs as specified in this reporting year	% adequately implementing out of total in this reporting year	Number of facilities required to implement or upgrade in this reporting year	Number of facilities inspected by category in this reporting cycle	Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle	% adequately implementing out of total in this reporting cycle	Number of facilities required to implement or upgrade in this reporting cycle	Total Number during this permit adequately implementing	Total Number during this permit required to implement or upgrade
Restaurants	Completed in previous reporting year	N/A	N/A	N/A	N/A (There is currently no reporting cycle). 137 were inspected during Cycle 2.	N/A (There is currently no reporting cycle). 94 were adequately implementing during Cycle 2.	N/A (There is currently no reporting cycle). 69% were adequately implementing during Cycle 2.	N/A (There is currently no reporting cycle). 43 were required to upgrade during Cycle 2.	218	80

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Automotive Svcs	Completed in previous reporting year	N/A	N/A	N/A	N/A (There is currently no reporting cycle). 43 were inspected during Cycle 2.	N/A (There is currently no reporting cycle). 32 were adequately implementing during Cycle 2.	N/A (There is currently no reporting cycle). 74% were adequately implementing during Cycle 2.	N/A (There is currently no reporting cycle). 11 were required to upgrade during Cycle 2.	79	19
Ind/Comm	Completed in previous reporting year	N/A	N/A	N/A	N/A (There is currently no reporting cycle). 77 were inspected during Cycle 2.	N/A (There is currently no reporting cycle). 67 were adequately implementing during Cycle 2.	N/A (There is currently no reporting cycle). 87% were adequately implementing during Cycle 2.	N/A (There is currently no reporting cycle). 10 were required to upgrade during Cycle 2.	161	20

Comments/Explanation/Conclusion:

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**Enforcement Activities**

Provide the reporting data as suggested in the following tables.

Enforcement Actions by categories (e.g. Warning letter, NOV, referral to D.A., etc.)	Number of facilities issued enforcement actions in the current reporting year	Number of facilities issued enforcement actions in the current reporting cycle	Number of facilities (re)inspected due to enforcement actions in current reporting year	Number of facilities (re)inspected due to enforcement actions in current reporting cycle	Number of facilities brought into compliance in the current reporting year	Number of facilities brought into compliance in current reporting cycle	Total number of enforcement actions since permit adoption (by category)
NOV	Inspection cycle						
Verbal	expired in 2006						
Written							
Other-pre con mtgs							

\*Verbal Warnings are generally corrected while inspector is onsite; therefore, no re-inspection is necessary.

Facilities by category	Number of Warning letters	Number of NOVs	Number of Referral	Number of Other: Verbal Warnings, Code Compliance
Restaurant				
Auto Svcs,				
Ind/Comm				
Comments/Explanation/Conclusion:			<b>The City of Monterey Park continues to pro-actively work with businesses on stormwater pollution prevention, the results of which are apparent in the low numbers of facilities requiring corrections for compliance with NPDES regulations.</b>	

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## 4. Program Implementation Effectiveness Assessment

Please give a brief assessment of the implementation of the program in removing pollutants from the storm water discharges. Please provide an explanation. Suggested improvements or adjustments based on the knowledge gained through this reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective ☒Somewhat Effective ☐Non-effective ☐

Comments/Explanation/Conclusion:

**The overall understanding and support has increased since the start of the program. Outreach materials distributed during routine site inspections help open discussion of necessary BMP's and the reasons why they need to be implemented. Facility owners, managers and staff generally respond well to inspectors' requests for changes in operations to meet requirements for compliance.**

5. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities. L.A County has informed us they are not accepting this information at this time.

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C. Development Planning Program (Part 4.D) City of Monterey Park 07-08

1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities? Yes ☒ No ☐

Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year.

2. Does your agency have procedures to include the following requirements in all priority development and redevelopment projects:

- a) Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground? Yes ☒ No ☐

- b) Minimize the quantity of storm water directed to impermeable surfaces and the MS4? Yes ☒ No ☐

- c) Minimize pollution emanating from parking lots through the use of appropriate treatment control BMPs and good housekeeping practices? Yes ☒ No ☐

- d) Provide for appropriate permanent measures to reduce storm water pollutant loads from the development site? Yes ☒ No ☐

3. List the types and numbers of BMPs that your agency required for priority projects to meet the requirements described above.

- Biofiltration: 1
- Filter Insert: 1
- Stenciling/Signage: 1

4. Describe the status of the development or implementation of peak flow controls in Natural Drainage Systems.

N/A

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5. Has your agency amended codes and/or ordinances to give legal effect to the SUSMP changes required in the Permit? Completed in a previous reporting period. Yes ☒ No ☐

6. Describe the process your agency uses to include SUSMP design standards in new development and redevelopment project approvals.

Developers submit plans, to City for review. The City staff determines whether the project is included in the priority project category or not. If yes, then appropriate forms and guidelines are provided to the developers. When plans return to the City, they are required to have already incorporated the SUSMP requirements for plan check review. No Permits will be issued until the SUSMP requirements are approved.

7. How many of each of the following projects did your agency review and condition to meet SUSMP requirements last year?

a)	Residential	0
b)	Commercial	1
c)	Industrial	0
d)	Automotive Service Facilities	0
e)	Retail Gasoline Outlets	0
f)	Restaurants	0
g)	Parking Lots	0
h)	Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area	0
i)	Total number of permits issued to priority projects	1

8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements?

<1%

9. How has your agency prepared to reduce the SUSMP threshold for industrial/commercial facilities to 1 acre from 100,000 square feet in 2003?

Adoption of the legal authority

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10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? 0-1
11. Does your agency participate in an approved regional or sub-regional storm water mitigation program to substitute in part or wholly SUSMP requirements for new development? N/A
12. Has your agency modified its planning procedures for preparing and reviewing CEQA documents to consider potential storm water quality impacts and provide for appropriate mitigation? Yes ☒ No ☐

If no, provide an explanation and an expected date of completion.

N/A

13. Did your agency update any of the following General Plan elements in the past year?
- a) Land Use Yes ☐ No ☒
- b) Housing Yes ☐ No ☒
- c) Conservation Yes ☐ No ☒
- d) Open Space Yes ☐ No ☒

If yes, please describe how watershed and storm water quality and quantity management considerations were included.

N/A

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14. How many targeted (planning/building/engineering) staff were trained last year? 11
15. How many targeted staff are trained annually? 11
16. What percentage of total planning/building/engineering staff are trained annually? 90-100%
17. Has your agency developed and made available development planning guidelines? Yes ☒ No ☐
18. If no, what is the expected date that guidelines will be developed and available to developers?
19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

The City understands that Los Angeles County has submitted this document to the Regional Board's office for their review and approval.



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D. Development Construction Program

1. Describe your agency's program to control runoff from construction activity at all construction sites within its jurisdiction.

Developers and contractors are required to submit plans with appropriate BMP listed. Projects that are over 1 acre are required to obtain the State General Permit, prepare the SWPP, and show proof of the NOI or their WDR#. After completion of their work they are required to file the NOT and install the post BMPs as required by the State Permit or as by any SUSMP has been proposed for the site.

2. Does your agency require the preparation, submittal, and implementation of a Local Storm Water Pollution Prevention Plan (Local SWPPP) prior to the issuance of a grading permit for all sites that meet one or all of the following criteria?

- a) Will result in soil disturbance of one acre or greater Yes ☒ No ☐
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area Yes ☒ No ☐
- c) Is located in a hillside area Yes ☒ No ☐

3. Attach one example of a local SWPPP,  
Example included in previous reports

4. Describe the process your agency uses to require proof of filing a Notice of Intent for coverage under the State General Construction Activity Storm Water permit and a certification that a SWPPP has been prepared prior to issuing a grading permit?

No Permits will be issued until proof of the State General Construction Permit (copy of the NOI) or the WDID is provided. In addition, a copy of the SWPPP may be required at that time.

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5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? 0
6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 0
7. How many building/grading permits were issued to construction site less than one acre in size last year? 791
8. How many construction sites were inspected during the last wet season? 791
9. Complete the table below.

Type of Violation	# of Violations	% of Total Inspections	# of Follow-up Inspections	# of Enforcement Actions
Off-site discharge of sediment	1	<1%	3	N/A
Off-site discharge of other pollutants	31	3.9%	37	N/A
No or inadequate SWPPP	0	N/A	N/A	N/A
Inadequate BMP/SWPPP implementation	0	N/A	N/A	N/A

10. Describe the process for taking enforcement actions against construction site violations, including the types of actions that are taken.

For minor corrections, a verbal warning is given and an order to correct the offense. For more significant violations, a written notice is issued and follow-up inspections are conducted. If the written notice of violation is not addressed within the required time frame, the work maybe stopped by suspension of work order. Citations will also be issued if not corrected.

11. Describe the system that your agency uses to track the issuance of grading permits.

City's Data Base

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E. Public Agency Activities (Part 4.F)

1. Sewage System Maintenance, Overflow, and Spill Prevention  
(only applicable to agencies that own and/or operate a sanitary sewer system)

- a) Has your agency developed and implemented a response plan for sanitary sewer overflows that includes the requirements in Order 01-182? Yes ☒ No ☐
- b) How many sanitary sewer overflows occurred within your jurisdiction? 6
- c) How many did your agency respond to? 6
- d) Did your agency investigate all complaints received? Yes ☒ No ☐
- e) How many complaints were received? 6
- f) Upon notification, did your agency immediately respond to overflows by containment? Yes ☒ No ☐
- g) Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4? Yes ☒ No ☐
- h) Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? Yes ☒ No ☐

If so, describe the program:

In the event of a leak or spill, crews have been trained to contain any spills, and employ proper cleaning techniques, so no sewage enters the storm drain system.

- i) Did your agency implement a program to identify, repair, and remediate sanitary sewer blockages, exfiltration, overflow, and wet weather overflows from sanitary sewers to the MS4? Yes ☒ No ☐
- If so, describe the program:

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City sewer lines are regularly cleaned and maintained, and routine fire inspections verify grease trap maintenance. Standard Operating Procedures ensure that all sanitary sewers are monitored and repaired to prevent leakage.

2. Public Construction Activities Management

- a) What percentage of public construction sites 5 acres or greater in size did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit?  %
- b) Give an explanation for any sites greater than 5 acres that were not covered:

N/A

- c) What is the total number of active public construction sites? 1  
How many were 5 acres or greater in size? 0
- d) (After March, 2003) Did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit coverage for public construction sites for sites one acre or greater? Yes ☒ No ☐

3. Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management

- a) Did your agency implement pollution prevention plans for each public vehicle maintenance facility, material storage facility, and corporation yard? Yes ☒ No ☐

The Pollution Prevention Plan is reviewed on an annual basis and updated as needed. A formal revision was completed in a previous reporting period.

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- b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:

- (1) Good housekeeping practices
- (2) Material storage control
- (3) Vehicle leaks and spill control
- (4) Illicit discharge control

The above listed BMP's are routinely implemented through training of the appropriate personnel. The SWPPP provides guidelines to perform Good Housekeeping practices at all city owned facilities to control illicit discharges. Specific BMP's may include:

- The Yard is swept weekly at a minimum
- Random inspections are conducted.
- There is a designated vehicle wash area discharging to the sanitary sewer.
- Vehicle repair and storage are indoors.

- c) Are all Permittee owned and/or operated vehicle/equipment wash areas self-contained, covered, equipped with a clarifier, and properly connected to the sanitary sewer? Yes ☒ No ☐
- If not, what is the status of implementing this requirement?

N/A

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- d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above?

0

4. Landscape and Recreational Facilities Management

- a) Has your agency developed a standardized protocol for the routine and non-routine application of pesticides, herbicides (including pre-emergents), and fertilizers?

Yes ☒ No ☐

Briefly describe this protocol:

Training of employees in appropriate uses, proper application procedures, and correct disposal, for pesticides, herbicides, and fertilizers is conducted routinely.

- b) How does your agency ensure that there is no application of pesticides or fertilizers immediately before, during, or immediately after a rain event or when water is flowing off the area to be applied?

Applications are scheduled based on irrigation times to prevent runoff. Weather reports are consulted to determine if a significant chance of a rain event is predicted, and the scheduled application time is rescheduled.

- c) Are any banned pesticides, herbicides, fungicides, or rodenticides stored or applied in your agency's jurisdiction that you know of?

Yes ☐ No ☒

If so, list them:

N/A

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- d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator? 100%
- e) Describe procedures your agency has implemented to encourage retention and planting of native vegetation and to reduce water, fertilizer, and pesticide needs:

The City encourages the use of native vegetation and drought tolerant plants throughout the City by offering information on it's website with links to additional sites.

5. Storm Drain Operation and Management

- a) Did your agency designate catch basin inlets within its jurisdiction as Priority A; Priority B; and Priority C?  
This was completed in previous years, but this item is no longer applicable, see item "d" below Yes ☐ No ☐
- b) How many of each designation exist in your jurisdiction?  
Priority A: N/A  
Priority B: N/A  
Priority C: N/A
- c) Is your city subject to a trash TMDL? Yes ☒ No ☐
- d) If yes, describe the activities and/or implementation measures that your agency conducted pursuant to the TMDL and any other trash reduction efforts that occurred.

Full Capture CPS inserts have been installed in city-owned catch basins. The city is in its third year of conducting DGR studies to determine compliance.

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- e) How many times were all Priority A basins cleaned last year? 4
- f) How many times were all Priority B basins cleaned last year? 2
- g) How many times were all Priority C basins cleaned last year? 1
- h) How much total waste was collected in tons from catch basin clean-outs last year? 0.5
- i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates that each was cleaned out over the past year.
- j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes ☒ No ☐
- k) How many new trash receptacles were installed last year? 11
- l) Did your agency place special conditions for events that generated substantial quantities of trash and litter including provisions that:
- (1) Provide for the proper management of trash and litter generated from the event? Yes ☒ No ☐
- (2) Arrange for temporary screens to be placed on catch basins? Yes ☐ No ☒
- (3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yes ☒ No ☐
- m) Did your agency inspect the legibility of the catch basin stencil or labels? Yes ☒ No ☐  
What percentage of stencils were legible? 100%



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- n) Were illegible stencils recorded and re-stenciled or re-labeled within 180 days of inspection? N/A
- o) Did your agency visually monitor Permittee-owned open channel storm drains and other drainage structures for debris at least annually and identify and prioritize problem areas of illicit discharge for regular inspection? Yes ☒ No ☐  
Is the prioritization attached?  
The City owns a single open channel (drainage swale) therefore prioritization is unnecessary. Yes ☐ No ☒
- p) Did your agency review its maintenance activities to assure that appropriate storm water BMPs are being utilized to protect water quality? Yes ☒ No ☐  
What changes have been made?

No changes have been deemed necessary at this time.

- q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? Yes ☒ No ☐
- r) How did your agency minimize the discharge of contaminants during MS4 maintenance and clean outs?

City crews are trained to use appropriate BMP's during clean outs to prevent the discharge of pollutants into the storm drain system.

- s) Where is removed material disposed of?

Material is held at the City Yard for pick up by the City's waste hauler and disposed of in an approved landfill.

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6. Streets and Roads Maintenance

a) Did your agency designate streets and/or street segments within its jurisdiction as one of the following:

(1) Priority A – streets and/or street segments that are designated as consistently generating the highest volumes of trash and/or litter? Yes ☒ No ☐

(2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? Yes ☒ No ☐

(3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? Yes ☒ No ☐

b) Did your agency perform all street sweeping in compliance with the permit and according to the following schedule:

(1) Priority A – These streets and/or street segments shall be swept at least two times per month? Yes ☒ No ☐

(2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? Yes ☒ No ☐

(3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? Yes ☒ No ☐

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- c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes ☒ No ☐
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes ☒ No ☐
- e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes ☒ No ☐
- f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to:
- (1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? Yes ☒ No ☐
- (2) Identify and select appropriate BMPs? Yes ☒ No ☐

7. Parking Facilities Management

- a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary? Yes ☒ No ☐
- b) Were any Permittee-owned parking lots cleaned less than once a month? Yes ☐ No ☒  
How many? N/A

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8. Public Industrial Activities Management

- a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? Yes ☐ No ☒ N/A
- b) Does your agency serve a population of less than 100,000 people? Yes ☒ No ☐

9. Emergency Procedures

- a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? Yes ☒ No ☐ No "real" emergencies in FY 10-11.
- b) Were BMPs implemented to the extent that measures did not compromise public health and safety? Yes ☒ No ☐ No "real" emergencies in FY 10-11.

10. Feasibility Study

- a) Did your agency cooperate with the County Sanitation Districts of Los Angeles County to prepare a study which investigates the possible diversion of dry weather flows or the use of alternative treatment control BMPs? Yes ☒ No ☐
- b) Did your agency review its individual prioritized list and create a watershed based priority list of drains for potential diversion and submit a listing of priority diversions to the Regional Board Executive Officer? Yes ☒ No ☐ There were no drains identified for diversion.

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**F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)**

1. Attach a copy of your agency's IC/ID Elimination Implementation Program (Part 4.G.1.a.).
2. Attach a map of your storm drain system showing all permitted connections (if available), and the locations of all illicit connections and discharges that occurred last year (Part 4.G.1.b). If your agency has not completed this requirement, describe the status of the development of a baseline map, including an expected completion date.

LA County has taken the lead in completing the baseline map for illicit connections/illicit discharges. The information requested for this project was forwarded to Los Angeles County. The City's map of its storm drain system is too cumbersome to attach as a complete copy, however it can be viewed at City Hall. The first page of the maps was included as an attachment in a previous reporting year.

3. Describe your enforcement procedures for eliminating illicit discharges and terminating illicit connections.

Complaints, received from private citizens, businesses, and city staff/employees, are responded to and an investigation is initiated within 24 hours of receipt of the complaint. If indicated, Notices of Violations are sent, and follow up inspections are conducted to ensure compliance. If warranted after several attempts at ensuring compliance, fines may be assessed. An investigation is closed after 3 continuous months with no further discharges observed.

4. Describe your record keeping system to document all illicit connections and discharges.

Records of inspections, investigations, and complaints, with all pertinent information regarding the illicit connection or illicit discharge (i.e. pictures, witnesses, contact information, investigation report etc...) are kept on an electronic database for reference.

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5. What is the total length of open channel that your agency owns and operates? 300'
6. What length was screened last year for illicit connections? This is a drainage swale and visual observations are constant
7. What is the total length of closed storm drain that your agency owns and operates? 12.4 Miles
8. What length was screened last year for illicit connections? Completed in FY 2005-2006.
9. Describe the method used to screen your storm drains.

Video

10. Provide the reporting data for illicit connections as suggested in the following table (you may submit a spreadsheet from your database that contains the information).

Year	Total # reported/ identified	Total # investigated	# that conveyed exempt discharges or NPDES permitted	# that conveyed illicit discharges that were terminated	# that were removed	# that resulted in enforcement action	# that resulted in <i>other</i> actions
01/02	0	0	0	0	0	0	0
02/03	0	0	0	0	0	0	0
03/04	0	0	0	0	0	0	0
04/05	3	3	0	0	0	0	0
05/06	0	0	0	0	0	0	0
06/07	0	0	0	0	0	0	0
07/08	0	0	0	0	0	0	0
08/09	0	0	0	0	0	0	0
09/10	0	0	0	0	0	0	0
10/11	0	0	0	0	0	0	0

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11. Explain any *other* actions that occurred in the last year.

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported?

Less  
than 24  
Hours

a) Were all identified connections terminated within 180 days?

N/A

b) If not, explain why.

N/A

13. Provide the reporting data for illicit discharges as suggested in the following table (you may submit a spreadsheet from you database that contains this information).

Year	Total # reported	Total # that were discontinued/ cleaned up voluntarily through enforcement and the source was identified	# that were cleaned up but the source could not be identified	# that resulted in no evidence of discharge	# that were determined to be conditionally exempt	# that were exempt or in compliance and the source identified	# that resulted in enforcement action
01/02							
02/03							
03/04	11	11	0	0	0	0	0
04/05	38	38	0	0	0	0	0
05/06	1	1	0	0	0	0	0
06/07	0	0	0	0	0	0	0
07/08	0	0	0	0	0	0	0
08/09	1	1	0	0	0	0	0
09/10	1	1	0	1	0	0	0
10/11	8	8	0	0	0	0	0

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14. What is the average response time after an illicit discharge is reported? Within 24 hours.
- a) Did any response times exceed 72 hours? Yes ☐ No ☒
- b) If yes, explain why.

N/A

15. Describe your agency's spill response procedures.

When a spill is reported, it is responded to immediately by City Staff and an investigation is launched. The investigator calls additional staff or agencies as needed, to ensure that no discharge reaches the MS4, and that appropriate clean up measures are taken. A Notice of Violation is issued to the responsible parties if appropriate, and they may also be assessed clean up costs if warranted.

16. What would you do differently to improve your agency's IC/ID Elimination Program?

No changes are necessary at this time.

17. Attach a list of all permitted connections to your storm sewer system.

The City has not historically permitted connections to the storm drain system.



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**V. Monitoring**

Briefly describe any storm water monitoring activities that are not required by Order No. 01-182 that your municipality conducted, participated in, or received funding to conduct in the past fiscal year. These activities should correspond with the dollar amount you listed in Table 2.

The County of Los Angeles conducts mass emission monitoring activities for the watershed. The City has partnered with other LA River cities to have the City of Los Angeles conduct monitoring as part of the Coordinated Monitoring Plan under the Metals TMDL.

**VI. Assessment of Program Effectiveness**

- A. Attach a summary of the effectiveness of your storm water management program. This summary should include, at a minimum, the following:

1. An assessment of your agency's compliance with permit requirements, based on your responses to the questions in this form;

The City has implemented all requirements as specified in the permit. Many entities in the City are responsible for the implementation of the NPDES program. In addition, the City continues to collaborate with outside agencies to mitigate stormwater pollution to the maximum extent practicable.

2. Descriptions of any evaluation methods that your agency uses to determine the effectiveness of your storm water management program;

The city evaluates the NPDES program on a regular basis. Meetings are held between the City's consultant and City staff to review planned implementation of various NPDES activities, and to make improvements to the program when considered appropriate. In addition, public facilities are inspected annually to ensure the proper use of BMPs.

3. A summary of the strengths and weaknesses of your agency's storm water management program;

The City continuously reviews and revises their strategy on the implementation process to ensure that all elements of the NPDES program are sufficiently executed.

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4. A list of specific program highlights and accomplishments;

See the Los Angeles River Watershed Area Management Committee's annual assessment.

5. A description of water quality improvements or degradation in your watershed over the past fiscal year;

This question is based upon monitoring for improvements, and should therefore be answered by LA County as the principal permittee.

6. Interagency coordination between cities to improve the storm water management program;

The City attends the WMC meetings to help further cooperation between Cities to improve the stormwater management program. The City also participates in all TMDL meetings/activities that are applicable.

7. Future plans to improve your agency's storm water management program; and

The City of Monterey Park continues to maintain and improve the stormwater management program on an ongoing basis to ensure the protection of our receiving waters.

8. Suggestions to improve the effectiveness of your program or the County model programs.

None at this time.

- B. On a scale of 1 to 10 (10 being full implementation of requirements by their deadlines), rate your municipality's level of compliance with Order No. 01-182.

10

- C. List any suggestions your agency has for improving program reporting and assessment.

None at this time.